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ABSTRACT

This book discusses planning, designing, and implementing electronic classrooms. Chapters cover: (1) background, including the definition of electronic classrooms, classroom types, and justifications; (2) planning, including planners and the planning process; (3) gathering and analyzing information, including instructional needs assessment, situational audit, taking a tour, assumptions, prioritizing issues, and a timeline; (4) space, including location, size, layout, and aesthetics; (5) infrastructure, including the data network, electricity, lighting, and HVAC; (6) software, including types, security, licensing agreements, and remote access; (7) equipment and furnishings, including student workstations, instructor workstations, writing surfaces, projection system, acoustics, printer station, assistive technologies, ergonomics, audience response system, mobile classrooms, distance learning technologies, and accommodating print materials; (8) budgets and expenditures, including costs, preparing the budget, grants/external funding, impact of budget limitations, and phased implementation; (9) construction and occupancy, including an architect and/or project manager, drawings and schedules, bidding, building, and moving in; (10) classroom administration, including personnel, ongoing expenditures, maintaining, refurbishing, upgrading, policies and procedures, marketing and promotion, scheduling, statistics, and other instructional spaces; (11) teaching and learning strategies, including transforming the learning experience, teaching methods, classroom competencies, and instructional materials; (12) evaluation, including needs assessment, logbook, observation, focus group, student evaluation form, instructor survey, and individual conversations; and (13) the future, including embracing information literacy, new understandings of teaching and learning, proliferating data types and formats, and advances in technology. Appendices include: reproducible figures; laws, codes, regulations, standards, and guidelines; a directory of suppliers; library classroom World Wide Web sites; sample instruction materials for the research process and for evaluating information; and school, public, and special library case study examples. (Contains an index and 191 references.) (MES)

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